



**Office of the City Clerk**  
**Estimated Costs/Time - Public Records Request Response**

**PRR No.: 19-0349**

**Date: 1/28/2019**

RECORD REQUESTED	MATERIALS USED TO PROVIDE RECORD	ESTIMATED FEE FOR MATERIALS	LABOR/STAFF TIME REQUIRED	ESTIMATED FEE FOR LABOR	TOTAL ESTIMATED FEE FOR LABOR	ESTIMATED TIME TO PROVIDE RECORD
For all email accounts under the management of this city, the following information for all emails sent and received in January, 2019: 1. From address 2. To address 3. bcc addresses 4. cc addresses 5. Time 6. Date	Approx. 200,000 e-mail messages, converted to PDF	\$0.00	City Attorney’s Office: 278 hours x \$60/hour	\$16,560.00 <i>(First 2 hours free of charge)</i>	\$17,070.00	74 working days (dedicating 4 hours/day)
			Clerk’s Office: 16 hours x \$30/hour	\$480.00		
			Information Technology: 1 hour x \$30/hour	\$30.00		
			TOTAL ESTIMATED COST TO PROVIDE RECORD:			